

Minutes – General Education Council, September 11, 2017

Mindi Miller called the meeting to order at 2:05 PM on Monday, September 11, 2017 in Andruss Library Schweiker room.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Brooke Lylo, Todd Shawver, , Mykola Polyuha, Carolyn LaMacchia, Bob Heckrote, Jerrold Harris, Tom Kresch (representing Mike McFarland) , Kristie Byrum (sub for Alaina Atkinson), Angela LaValley, Melissa Cheese, Sheila Jones, Molly Marnella, Jerrold Harris, Lauren Selznick

Guests: Meaghan Fuhrman, Aimee Wenta, Trish Beyer, Terry Riley, Charlotte Droll

1. Approval of the Agenda of September 11, 2017

Linda Neyer moved to approve the agenda. Carolyn LaMacchia seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of April 17, 2017

Molly Marnella moved to approve the minutes. Mykola Polyuha seconded the motion.

Motion to approve the minutes with one revision passed by voice vote.

3. Mindi Miller opened the floor for chair nominations. Molly Marnella nominated Angela LaValley. Linda Neyer seconded. No further nominations were made and Mindi Miller closed the nominations.

Motion to accept Angela LaValley as the new General Education Council chair was passed hand vote.

4. **Proposals:**

A. CES 316- Special Topics for 1 GEP Goal 7 Arts and Humanities and 2 GEP's Goal 6 Social Sciences

Linda Neyer made a motion to recommend CES 316 Special Topics for 1 GEP Goal 7 Arts and Humanities and 2 GEP's Goal 6 Social Sciences to the BUCC. Carolyn LaMacchia seconded the motion.

Mykola Polyuha presented the proposal.

Recommendations/Suggestions:

- | | |
|-----------------------|--|
| • <u>Omnibus</u> | Check box 3 |
| • <u>Omnibus</u> | Add another Omnibus for course change |
| • <u>Q1-</u> | Decide if abbreviation will be changed to add topic and if so keep it consistent throughout the document |
| • <u>Q2-</u> | More justification for 2 GEP's Social Science |
| • <u>Syllabus #9-</u> | Given example in content outline, make it specific to countries they visit |
| • <u>Syllabus #9-</u> | Clarify optional items/mandatory items |
| • <u>Q1-Q2-</u> | Notate grandfathering GEP's in syllabus as well (Angela will clarify) |

Motion to recommend to BUCC with revisions passed by voice vote.

- B. **EGGS 200-** Geography of the United States and Canada for 1 GEP Goal 4 Cultures and Diversity, 1 GEP Goal 6 for Social Sciences, and 1 GEP Goal 10 Responsible Citizenship

Linda Neyer made a motion to recommend EGGS 200 Geography of the United States and Canada for 1 GEP Goal 4 Cultures and Diversity, 1 GEP Goal 6 for Social Sciences, and 1 GEP Goal 10 Responsible Citizenship to the BUCC. Mykola Polyuha seconded the motion.

Trish Beyer presented the proposal.

Recommendations/Suggestions:

- **Omnibus-** Check catalog description box, match title to old omnibus title and make it the same throughout the document.
- **Q2-** Change to Spring 2018
- **Syllabus-** Add grandfathered in language for GEPS (Angela will further clarify)
- **Content Outline-** List what is required, under section D give more of a breakdown
- **Catalog Description** Add GEP's in it
- **Syllabus** Delete second #12
- **Syllabus #14** Add correct language "as requested by the GEC"

Motion to recommend to BUCC with revisions passed by voice vote.

- C. **Eggs 205-** Special Topics in Regional Geography for 1 GEP Goal 4 Cultures and Diversity, 1 GEP Goal 5 Natures Sciences and 1 GEP Goal 6 Social Sciences

Linda Neyer made a motion to recommend EGGS 205 Special Topics in Regional Geography for 1 GEP Goal 4 Cultures and Diversity, 1 GEP Goal 5 Natures Sciences and 1 GEP Goal 6 Social Sciences to the BUCC. Mindi Miller seconded the motion.

Trish Beyer presented the proposal.

Recommendations/Suggestions:

- **Omnibus-** Check box 3
- **Q2-** Change to Spring 2018
- **Syllabus-** More bullet points in the content area

Motion to recommend to BUCC with revisions passed by voice vote.

5. Threshold Concepts (Terry Riley and Charlotte Droll)

Charlotte Droll and Terry Riley presented Threshold Concepts and new guiding document. Charlotte stated that ACRL rescinded its information literacy standards on which the Information Literacy rubric that AAC&U

uses is based on. Terry stated the new document grounds the learning objectives. He used the new document to create a new rubric for English 203 to assess the information literacy GEP. He has shared information on his rubric with members of the ACRL Framework list and received some nice feedback. He plans on showing it to the colleges Curriculum Committee as an alternative and plans to present it to the GEC once it has passed through the committee. Angela LaValley stated it makes sense to have alternatives and Mindi Miller concurred. Sheila Jones complemented Terry and Charlotte for stepping up to the task and giving more options.

6. GE Retreat Follow up Plan

The following items were noted:

- Data needs to be followed up on
- Continue looking at what OPA put together this summer
- Annual chairs report needed
- Create a plan for what is ahead
- Continue website review
- Software updating
- 2nd reading of Bylaws with BUCC soon
- GEC Archive review
- Decide if link should be on website for feed back
- Build in time for discussion at GEC of these items

7. Chair Remarks

Angela thanked Mindi for all her hard work on GEC over the past two years.

8. Open Forum

Bob Heckrote is still working on the “Student How To Guide”. Once the adjustments are completed he will forward the items to be put on the GEC Agenda for discussion.

Linda Neyer made a motion to adjourn. Brooke Lylo seconded the motion. Meeting adjourned at 3:55 p.m.

Minutes – General Education Council, September 25, 2017

Angela La Valley called the meeting to order at 2:05 PM on Monday, September 25, 2017 in Andruss Library Schweiker room.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Brooke Lylo, Mykola Polyuha, Carolyn LaMacchia, Bob Heckrote, Jerrold Harris, Mike McFarland, Kristie Byrum (sub for Alaina Atkinson), Angela La Valley, Melissa Cheese, Sheila Jones, Molly Marnella, Loren Selznick, Todd Shawver (Sub for Lauren Selznick), Chris Lynd, Haley Spina

Guests: Meaghan Fuhrman, Aimee Wenta, Nogin Chung, Jim Krause

1. Approval of the Agenda of September 25, 2017

Linda Neyer moved to approve the agenda. Melissa Cheese seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of September 11, 2017

Marianna Wood moved to approve the minutes. Carolyn LaMacchia seconded the motion.

Motion to approve the minutes with revision passed by voice vote with one abstention due to absence.

3. **Proposals:**

A. **ARTHSTRY 105-** Art Through the Cinematic Lens for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 7 Arts and Humanities

Linda Neyer made a motion to recommend ARTHSTRY 105 Art Through the Cinematic Lens for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 7 Arts and Humanities to the BUCC. Mykola Polyuha seconded the motion.

Nogin Chung presented the proposal.

Recommendations/Suggestions:

- Omnibus- add request GEPS to title
- Q4- consider getting an impact statement from Mass Communications
- Q3- change exiting to "existing"
- Resources- Linda noted to use Bob Dunkelberger for anything needed additionally
- Q2- add "as requested by GEC" on the last line and match to #14 in syllabus
- Syllabus # 9- Outline with letters and numbers not bullet points also add core requirements and topics here
- Syllabus #11- Match chart to rubric values
- Syllabus #12- Use Q2 information to match about bank of questions for data etc.

- Syllabus #14- Add “as requested by GEC”

Marianna Wood made a motion to table the proposal. Kristie Byrum seconded.

Motion to table passed with 10 in favor, 1 opposed and 1 abstention.

4. Goals 7-10 GESAR Timeline

In regards to the email that needs to be sent to collect the GESAR’s for Goals 7-10, Sheila Jones suggested that the email should go out under GEC. To this Mindi Miller suggested that since GEC collaborates with OPA both should be on the email with Jerrold as the point person so that the process does not get slowed down. She stated not having him on the email would cause another step. GEC would have to forward the information on instead of being send directly to Jerrold.

- Marianna Wood suggested that GEC and OPA would get much better data if it were submitted during the time of the department’s 5-year review process.
- Amiee Wenta suggested being more specific about who files the GESAR so that the person submitting the information can give the best data possible and how can the GESAR be more useful to the departments
- Mykola Polyuha suggests revising the form asking more specific questions about the goals and adding a question asking if the department reached the result level they wanted
- Carolyn LaMacchia suggested to frame the next email that goes out about the GESAR around updating the form
- Chris Lynd suggested changing the rubric from numbers to letters as its qualitative not quantitative information
- Timeframe for GESAR email to go out by 10/20
- Possibly having an example session at the next Department Chair meeting
- GEC agreed the GESAR information should be due the Monday before Thanksgiving

5. GE Bylaws

Corrections requested by GEC:

- Transpose recommending and body
- Under Purpose section in second paragraph flip 2nd sentence and last sentence
- Capitalize “Chair”
- Add “assessment reports from OPA” and consider not mentioning where the data comes from
- Make document present tense
- Under Purpose add GESAR’s collected by OPA and data collected by other university resources

Mindi Miller made a motion to make the above corrections and send to BUCC. Linda seconded the motion.

Motion passed by voice vote.

6. GE Follow-up Plan

Goals 4, 5, and 6

- Angela asked the committee to think about the data for goals 4, 5, and 6
- Suggestions were made for Marianna and Mykola to share information they learned this summer looking at data to help with goals 4, 5, and 6
- Mykola suggested to opening up data to all the GEC members so they have a broader approach

How to's

- Bob Heckrote is working with Asa Kelley to make this a webpage instead of a Power Point
- OPA is purchasing two licenses for Go Animate to make sites more interactive

Feedback on the Web

- Linda Neyer discussed form for feedback to be placed on the website
- Suggested to allow up to a week for a response
- Will add language that information will be shared

Linda Neyer made a motion to place the feedback form on the website. Mykola Polyuha seconded.

Motion passed by voice vote.

7. Chair Remarks

Angela noted that French and German 203, 204 were passed by BUCC but had too similar content outlines.

The Retro GEP discussion is on the BUCC agenda for 10/18.

There is a majors and minors fair on 10/4 from 10 to 2 in KUB. Angela is looking for GEC volunteers to man a table to answer questions.

8. Open Forum

Angela stated she has calls in trying to find out what happened to the P2P transfer agreement language on the website.

9. Adjournment

Linda Neyer made a motion to adjourn the meeting at 4:04. Brooke Lylo seconded the motion.

Minutes – General Education Council, October 9, 2017

Angela La Valley called the meeting to order at 2:05 PM on Monday, October 9, 2017 in Andruss Library Schweiker room.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Brooke Lylo, Mykola Polyuha, Bob Heckrote, Jerrold Harris, Mike McFarland, Kristie Byrum (sub for Alaina Atkinson), Angela La Valley, Melissa Cheese, Molly Marnella, Loren Selznick, Todd Shawver (Sub for Lauren Selznick), Chris Lynd

Guests: Meaghan Fuhrman, Aimee Wenta, William Turner, Hailey Spina, Lauren Fuhrman, Jeff Davis, Jeff Long

1. Approval of the Agenda of October 9, 2017

Jerrold Harris moved to approve the agenda. Linda Neyer seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of September 25, 2017

Linda Neyer moved to approve the minutes. Mindi Miller seconded the motion.

Motion to approve the minutes passed by voice vote.

3. **Proposals:**

- A. History 270- Hollywood and History for 2 GEP's Goal 3 Analytical and Quantitative and 1 GEP for Goal 7 Arts and Humanities

Mindi Miller made a motion to recommend History 270_Hollywood and History for 2 GEP's Goal 3 Analytical and Quantitative and 1 GEP for Goal 7 Arts and Humanities to the BUCC. Jerrold Harris seconded the motion.

Lisa Stallbaumer-Beishline presented the proposal.

Recommendations/Suggestions:

- Q2- There was some discussion over using Information Literacy instead of Inquiry Analysis which was resolved and the use of Inquiry Analysis was correct and no change is needed.
- Q3- Consider using the library as a resource to obtain some of the content.
- Syllabus#11- Add a paragraph below for justification. You can pull from Q2.
- Syllabus 9,10,12 Make explicit what must be done in the course.
- Syllabus #14- Add "as requested by GEC".
- Rubric- Add course title and align SLO's with Rubric elements.

- Rubric- Consider adding the level student can obtain.

Motion passed by voice vote with one abstention.

4. **GE Bylaws**

Angela stated the Bylaws had their second reading at the last BUCC meeting with a few minor revisions. She will complete the revisions and forward on to Dr. Krause for approval. Once this is approved this will allow the addition of some members. Mark Bauman will recommend to make the Bylaws retroactive for the fall semester.

5. **GE Follow-up Plan**

- **Feedback form-** Looking into a separate email account for the feedback forms and correspondence which the chair will have access too.
- **Open Meeting-** Mindi suggested having an “open” GEC meeting. Angela looking into possibly a date for spring.
- **Data-** Small groups did not seem to work. Marianna suggested three people volunteer to each take one goal and work on then bring the data back to a small group. Marianna has goal 5, Mykola has Goal 4, and Angela will take Goal 6.
- **How To's-** Bob didn't receive any more input. He will get with Jamie North to help create the page and then OPA to help with the recording.

6. **Chair Remarks**

Angela thanked all the members that came to help out with the Majors/Minors Fair. Bob Heckrote thanked GEC for attending as well. She stated French and German 203 were passed by BUCC at the last meeting and are now on the approved list.

MyCore discussion began about possibly adding effective semester date to database if it does not cause a problem with the faculty that use it and sort with it. Linda and Jeanne checking into this.

Angela will be attending the Department Chair meeting on 10/13/17 to discuss GESAR's for Goals 7-10.

Michael McFarland discussed a transfer problem he is having for Goal 9 for athletes that transfer in from another college after already playing for two/three years at the prior college but still cannot obtain Goal 9. Per Bob the Registrar had suggested for his military students to do it as a CLE. He also suggested that the Language Placement Test that gives students the language goal could be replicated for Athletics to use in this situation. Angela suggested even though student count for this is small to have it built into a policy. Mindi suggested getting a small group together to discuss.

7. **Open Forum-** Nothing to report.

8. **Adjournment**

Mindi Miller made a motion to adjourn the meeting at 4:04. Brooke Lylo seconded the motion.

Minutes – General Education Council, October 23, 2017

Angela La Valley called the meeting to order at 2:05 PM on Monday, October 23, 2017 in Kehr Union room 345B.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Brooke Lylo, Mykola Polyuha, Mike McFarland, Kristie Byrum (sub for Alaina Atkinson), Angela La Valley, Melissa Cheese, Loren Selznick, Todd Shawver (Sub for Lauren Selznick), Chris Lynd, Carolyn LaMacchia, William Turner

Guests: Meaghan Fuhrman, Aimee Wenta, Angela Hess, Nogin Chung

1. Approval of the Agenda of October 23, 2017

Sheila Dove-Jones moved to approve the amended agenda. Chris Lynd seconded the motion.

Motion to approve the amended agenda passed by voice vote.

2. Approval of Minutes of October 9, 2017

Marianna Wood moved to approve the minutes. Melissa Cheese seconded the motion.

Motion to approve the minutes with revision passed by voice vote.

3. **Proposals:**

A. ARTHSTRY 105 Art Through the Cinematic Lens- for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 7 Arts and Humanities

Linda Neyer made a motion to un-table ARTHSTRY 105 Art Through the Cinematic Lens for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 7 Arts and Humanities and recommend to the BUCC. Carolyn LaMacchia seconded the motion.

Nogin Chung presented the proposal.

Recommendations/Suggestions:

- **Q4-** Impact statement items B and C should now be signed instead
- **Syllabus#12** Add "open ended questions" as well to cover SLO 1 Inq. Analysis
- **Syllabus#12-** To cover formative/summative area included "feedback on written assignment" as well to this area

Motion to recommend to BUCC with revisions passed by voice vote with 1 opposed.

- B. ARTHSTRY 365 Italian Renaissance Art- For 1 GEP in Information Literacy and 2 GEP's in Goal 7 Arts and Humanities

Mindi Miller made a motion to recommend ARTHSTRY 365 Italian Renaissance Art for 1 GEP in Information Literacy Goal 2 and 2 GEP's in Goal 7 Arts and Humanities to the BUCC. Linda Neyer seconded the motion.

Nogin Chung presented the proposal for Liv Deborah Walberg.

Recommendations/Suggestions:

- **Omnibus-** Start short title with an active verb
- **Omnibus-** Check 2E box
- **Q2-** 1st paragraph last sentence- take out the quotation marks area start with in order to communicate effectively.
- **Q2-** 1st paragraph last sentence it should read Information Literacy not Information Technology
- **Q2-** Stronger justification for goals and why they should be switched
- **Q3-** Should read “existing” not pre-existing
- **Syllabus #8-** Update when it is offered and make sure to match language throughout the document
- **Syllabus#10-** Add more justification for Information Literacy goal and justification for class size decrease
- **Student Assessment/Course Assessment Areas-** Connect these two areas
- **Syllabus #12, 13, and 14 and Rubrics-** These areas need to be updated are from old proposal
- **Syllabus #11-** SLO reduce elements
- **Syllabus#11-** SLO#1 be specific to this course here
- **References-** Need updated
- **Syllabus#14-** Add language “as requested by GEC”

Mindi Miller made a motion to table the proposal. Linda Neyer seconded.

Motion to table the proposal passed by voice vote.

- C. ARTHSTRY 373 Romanesque and Gothic Art- For 1 GEP in Information Literacy and 2 GEP's in Goal 7 Arts and Humanities

Linda Neyer made a motion to table the proposal due to similarities between Arthstry 365 and Arthstry 373. Mykola Polyuha seconded the motion.

Motion to table passed by voice vote.

D. BIOLOGY 298 Internship in Medical Imaging- for 2 GEP's Goal 10 Citizenship

Marianna Wood made a motion to recommend BIOLOGY 298 Internship in Medical Imaging for 2 GEP's Goal 10 Citizenship to the BUCC. Brooke Lylo seconded the motion.

Angela Hess presented the proposal.

Recommendations/Suggestions:

- **Omnibus-** Short title add approve new course and GEP's
- **Omnibus-** Check box 6 and add documents for V section too
- **Syllabus #8** Start with Active Verb and include content outline into here
- **Syllabus #9** Consider adding ethics, interaction with patience and other medical professionals, federal regulations
- **SLO#2** Add Inter. Knowledge and complete Rubric needed
- **Syllabus #12-** Label as Student Assessment

Motion to recommend to BUCC with revisions passed by voice vote.

4. GE Follow-up Plan

Angela stating the members are still looking at 4, 5, and 6 information. Marianna noted that only 47% of the departments have returned GESAR's. Angela will get a list together for Mark with the information so he can notify those departments that have not submitted the GESAR's. Angela sent an email in regards to getting the GESAR's for Goals 7-10 on 10/20/17. She will also look into getting the email to CLE, Academic Enrichment and others that did not receive the email.

Angela noted the Judy Ohl is working on the content for the area of the website for feedback and she will be doing a ticket to the help desk to create an email address for GEC feedback to go.

The transfer policy is still under discussion at BUCC. John Riley discussed at the open meeting last week.

Linda Neyer is still working on FAQ's for GE website.

5. 2016-2017 GEC Chairs Annual Report Draft

In order to ensure the highest priorities and best summary of the GEC's working Mindi Miller showed a copy of the report draft to the members and asked to handwrite feedback directly on the handout and return to her so that she may revise the PowerPoint before it is presented at Forum on 10/25/17. Angela will present the last slide related to future endeavors, thus showing a smooth transition from past to current GEC chair.

6. Chair Remarks-

Angela went to the last Department Chairs Meeting to discuss the GESAR's.

7. Adjournment

Carolyn LaMacchia made a motion to adjourn the meeting at 4:14. Mykola Polyuha seconded the motion.

Minutes – General Education Council, November 6, 2017

Angela La Valley called the meeting to order at 2:05 PM on Monday, November 6, 2017 in the Schweiker Room Andruss Library.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Mykola Polyuha, Mike McFarland, Angela La Valley, Melissa Cheese, Loren Selznick, Todd Shawver (Sub for Lauren Selznick), Chris Lynd, Carolyn LaMacchia, William Turner, Jerrold Harris

Guests: Aimee Wenta, Rona Anderson, Charlotte Kemper, David Fazzino, Stephen Clickard

1. Approval of the Agenda of November 6, 2017

Mindi Miller moved to approve the agenda. Jerrold Harris seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of October 23, 2017

Linda Neyer moved to approve the minutes. Michael McFarland seconded the motion.

Motion to approve the minutes passed with one revision by voice vote.

3. **Proposals:**

- A. ANTHRO 423- Environmental Anthropology and Regional for 1 GEP Goal 4 Cultures and Diversity, 1 GEP Goal 5 Natural Sciences, and 1 GEP for Goal 6 Social Sciences.

Mindi Miller made a motion to recommend ANTHRO 423 Environmental Anthropology and Regional for 1 GEP Goal 4 Cultures and Diversity, 1 GEP Goal 5 Natural Sciences, and 1 GEP for Goal 6 Social Sciences to the BUCC. Linda Neyer seconded the motion.

David Fazzino presented the proposal.

Recommendations/Suggestions:

- **Q1-** Add to last sentence “one GEP for Goals 4, 5, and 6”
- **Q2-** Add Distance Ed. Piece to Q2 rationale
- **Content-** Consider adding “including but not limited too” and also taking the asterisk off of Climate Change to help meet Natural Sciences goal
- **Content-** Pull information from Q2 and place at the beginning
- **Syllabus #11** Do not use demonstrate consider using other action verb
- **Syllabus #11/12** Add from bank of multiply choice questions
- **Syllabus #14** Add “data from the course assessment will be transmitted to OPA as requested by the GEC”
- **Syllabus #15** Consider using newer references

- **Rubric** Get with Jerrold Harris for help on creating a new rubric, add title of course to rubric, line up with student assessment/course assessment area, consider adding project or essays instead of multiply choice questions

Motion to recommend to BUCC with revisions passed by voice vote with two abstentions.

B. [MUSIC 104-](#) Jazz in America for 3 GEP's Goal 7 Arts and Humanities

Linda Neyer made a motion to recommend MUSIC 104 Jazz in America for 3 GEP's Goal 7 Arts and Humanities to the BUCC. Jerrold Harris seconded the motion.

Stephen Clickard presented the proposal.

Recommendations/Suggestions:

- **Omnibus** Check box 2A
- **Q1** Add GE points here
- **Q2** Change "do" to "due" in last sentence
- **Q1** Change effective date
- **Q3** Add existing faculty are qualified to teach course
- **Syllabus #8** Add "typically" offered
- **Syllabus #7** Move goal box up to #6
- **Syllabus #11** Consider using Integrated Learning instead of Inquiry Analysis get with Jerrold Harris to discuss and update
- **Syllabus #14** Add "data from the course assessment will be transmitted to OPA as requested by the GEC"
- **Syllabus #13** Consider adding examples of concerts
- **Syllabus #15** Update references consider using library for streaming music service options
- **Rubric** Get with Jerrold Harris, align with elements, add course name, add benchmark zero column

Motion to recommend to BUCC with revisions passed by voice vote.

4. GE Follow-up Plan

A. Website Updates

Angela discussed adding the feedback section to the GE website. This information will filter to GEfeedback@bloomu.edu which the chair will monitor.

Suggestions for this section included:

- Adding a statement that information will be anonymous

- Once everything on the website is set Angela will send a campus-wide email letting everyone know about the updates and the feedback section
- Spell out the goals on the website (Angela will have Judy update this)
- Angela is meeting with Kim Cardimona to talk about GEP's for the Non-Native English Speakers that's in the policy to nail down the procedures to make it available on the website
- Linda has a list of FAQ's for the website for Angela so far
- Mykola suggested adding topics to choose on feedback form to help separate information when it comes in
- Have "other" column as well and capping the # of words that can be used
- Mindi suggested putting a blank MyCore form on website for students to use
- Angela is working on changing documents from PDF's into HTML



Blank GEP SHEET 07
30 2013.xlsx

B. Geasar Collection and Analysis

The GESAR forms have gone out and are due back by 11/20 with a few exceptions. Mark Bauman has reached out to those that did not send in the information for goals 4, 5, and 6. Those should be forthcoming soon.

5. PRP 3343

John Riley has showed the transfer language for GEP's to the campus community with mixed reviews. It was suggested doing a pro's and con's list with a column that states if each can be achieved somehow. Amy Wenta stated the 99 courses only make up about 30% of the transfers that get added in.



PRP3343-DRAFT-2017
-09-28.docx

Additional Language Document

Angela discussed the Program to Program transfers and where this is written in policy. She reviewed years of BUCC meeting minutes and discovered that it was presented, discussed and a recommendation was made to amend PRP3343 but to first discuss with the Provost. Then it was mentioned a year later in notes as to what was going on and nothing in the past several years. Mark Bauman said according to the Registrar's Office this is in a memo from 2014.



PRP 3343 bucc
notes.pdf

Angela stated GEC could suggest this language goes into a policy. She suggested that students that come in as a P2P be able to keep their GEP's even if they change their major. She also requested data on this subject. Hopefully, this will help and it can be put on the next agenda to possibly vote on.



Potential Language
for PRP 3343.docx

6. Chair Remarks-

Angela stated that BUCC approved two more GEC courses at their last meeting and PRP 3343 was discussed as well.

7. Adjournment

Loren Selznick made a motion to adjourn the meeting at 4:05. Mykola Polyuha seconded the motion.

Minutes – General Education Council, November 20, 2017

Angela La Valley called the meeting to order at 2:05 PM on Monday, November 20, 2017 in the KUB 230.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Mykola Polyuha, Tom Kresch (Sub for Michael McFarland), Angela La Valley, Cassandra Sachar (Sub for Melissa Cheese), Loren Selznick, Gina Rodriguez, Carolyn LaMacchia, William Turner, Hailey Spina, Jerrold Harris, Kristie Byrum, Sheila Jones, Brooke Lylo, Molly Marnella, Bob Heckrote

Guests: Amiee Wenta, Nogin Chung

1. Approval of the Agenda of November 20, 2017

Sheila Jones moved to approve the agenda. Linda Neyer seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of November 6, 2017

Mindi Miller moved to approve the minutes. Linda Neyer seconded the motion.

Motion to approve the minutes passed with adding an embedded document from Mindi Miller by voice vote.

3. **Proposals:**

- A. ARTHSTRY 250- 19TH AND 20TH Century Art for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 7 Arts and Humanities.

Mindi Miller made a motion to recommend ARTHSTRY 250-19TH AND 20TH Century Art for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 7 Arts and Humanities to the BUCC. Linda Neyer seconded the motion.

Nogin Chung presented the proposal.

Recommendations/Suggestions:

- Syllabus #9- add detail about the diversity in the content description
- SLO#4- take out “cinematic descriptions of artists” make all slo's specific to this course
- #12- make all items specific to this course also in rubrics
- #12- describe more about formative
- Rubrics- add title to course
- Syllabus #14- lower case “assessment committee”

Motion to recommend to BUCC with revisions passed by voice vote with one abstention.

- B. [HONORS 131](#)- Honors Introduction to Individuals with Exceptionalities for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 10 Citizenship.

Angela La Valley stated that there was no GEP changes however, there were substantial changes to the Syllabus and SLO's.

Linda Neyer made a motion to recommend HONORS 131- Honors Introduction to Individuals with Exceptionalities for 2 GEP's Goal 4 Cultures and Diversity and 1 GEP Goal 10 Citizenship to the BUCC. Carolyn LaMacchia seconded the motion.

Brooke Lylo presented the proposal.

Recommendations/Suggestions:

- **Omnibus-** Short title should start with active verb and "s" after Honor and add goals as well
- **Q2-** Change effective date to summer 2018 or fall 2018
- **Syllabus-** Throughout document add "s" to GEP where applicable
- **Syllabus-** Capitalization throughout document be consistent
- **Syllabus #8-** Take out "pass the class"
- **Syllabus#7-** Add "Admission to the Honors Program"
- **Q2-** Add sentence that distance ed. as well as GEP's were already previously approved
- **Justification** Consider adding students "will be able"
- **Syllabus #14** Change required to "as requested by the GEC"

Motion to recommend to BUCC with revisions passed by voice vote.

4. GE Follow-up Plan

A. Website Updates

Angela stated the website continues to be updated. The How-To section is updated and is in PDF form. Any ideas can be sent to Angela. Bob Heckrote will work with Linda Neyer on the Faculty How-To's area. An email about the feedback section will be sent out to the campus community.

It is noteworthy that the added email/feedback feature on the website began with the OPA Summer GE Fellows and progressed with the help of Linda Neyer, Judy Ohl, and Angela La Valley. By adding this section to the website the goal was achieved to

provide a means for communicating GE ideas especially since non-member attendance and comments have been largely inactive.

B. GESAR Collection and Analysis

Angela stated a reminder email has been sent in regards to the GESAR collection. She also spoke to three department chairs that are working on turning in information for 4, 5, and 6. There are chairs that have asked for extensions to turn in for goals 7 through 10. She has agreed to extend the collection through the beginning of next semester to all for better feedback and the GEC agreed. Per Jerrold Harris goals 7 through 10 have 14 responses so far.

5. PRP 3343

Mindi gave an update on PRP 3343 which was brought up in discussion at the most recent BUCC meeting. Bill Hudon gave some language in regards to this topic to BUCC. Mark Bauman will forward the draft presented to Angela. This item is still under discussion. The draft can be found on the s: drive under BUCC in the folder labeled 11/15/2017.

6. Chair Remarks-

The chair noted that the Biology 298 proposal which GEC passed with GEP's was discussed at the last BUCC meeting. The proposal itself was approved. However, BUCC did not approve it with the GEP's.

Mindi Miller attended the BUCC meeting and gave the below overview:

Bio 298 was approved as a course but the GEP's were not approved. Mindi provided support for the GEC's recommendation: 1) Angela Hess added descriptions related to citizenship assessment; and 2) the BUCC's comments about GE not being appropriate for upper-level and "major" courses may need more discussion, since we do measure benchmark to capstone SLO's; and, this course/internship applies citizenship principles within the healthcare setting with clients, therefore relating to Goal 10 and our mission for personal & professional success. Public Health Nursing (with clinical similar to internship) was mentioned that carries 2 GEP's for citizenship. Nonetheless, no GEP's for BIO 298 were approved.

The concern seemed to be that this would keep the student from going outside their department for GEP's. Angela stated further discussion with data is needed. Sheila Jones provided insight related to students getting GEP's outside or inside the major and that BOG and SEP have guidelines for helping students finish within the 120 credit and 4-year timeframe. It was mentioned that either BUCC members should be invited to discuss or GEC should take the discussion to BUCC and present. Angela will discuss with Dr. Riley.

7. Open Forum

It was suggested that perhaps the GEC can next focus on promoting a GEC open forum meeting, which was discussed at the last GE retreat. Angela to look at possibly having an open meeting around the same time BUCC has their open meeting in the spring.

Mark Bauman to look over his department chair meeting notes that revolved around GE.

8. Adjournment

Linda Neyer made a motion to adjourn the meeting at 3:30. Kristie Byrum seconded the motion.

Minutes – General Education Council, February 5, 2018

Angela La Valley called the meeting to order at 2:05 PM on Monday, February 5, 2018 in the Andruss Library Schweiker Room.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Tom Kresch (Sub for Michael McFarland), Angela La Valley, Melissa Cheese, Loren Selznick, Carolyn LaMacchia, William Turner, Jerrold Harris, Kristie Byrum (sub for Alana Atchinson), Sheila Jones, Brooke Lylo, Bob Heckrote, Jerrold Harris, Chris Lynd

Guests: Deb Walberg, Nawal Bonomo, Aimee Wenta, Jen Hunsinger, Dione Somerville

1. Approval of the Agenda of February 5, 2018

Chris Lynd moved to approve the agenda. Linda Neyer seconded the motion.

Angela La Valley noted that Kristie Byrum will be serving as a sub for Alana Atchinson for the spring semester.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of November 20, 2017

Loren Selznick moved to approve the minutes. Melissa Cheese seconded the motion.

Motion to approve the minutes passed by voice vote with 1 revision.

3. **Proposals:**

- A. [ARTHSTRY 365](#)- Italian Renaissance Art for 1 GEP in Goal 2 Information Literacy and 2 GEP's in Goal 7 Arts and Humanities

Linda Neyer made a motion to recommend [ARTHSTRY 365](#)- Italian Renaissance Art for 1 GEP in Goal 2 Information Literacy and 2 GEP's in Goal 7 Arts and Humanities to the BUCC. Sheila Jones seconded the motion.

Deb Walberg presented the proposal.

Recommendations/Suggestions:

- **Q2-** Add to rationale department faculty driven to realign with the program and accreditation.
- **Syllabus #9-** Specify which content is “required”.
- **Syllabus #8-** Add “additional cost to students” eliminate “required”.
- **SLO#1-** Consider using less assessment items here.
- **Syllabus #14** Add “as requested by GEC”. And mention SLO#1 here.

- **Rubric-** match up correctly to SLO's.

Motion to recommend to BUCC with revisions passed by voice vote with 1 abstention.

- B. [ARTHSTRY 373-](#) Romanesque and Gothic Art for 1 GEP in Goal 2 Information Literacy and 2 GEP's in Goal 7 Arts and Humanities

Linda Neyer made a motion to recommend [ARTHSTRY 373-](#) Romanesque and Gothic Art for 1 GEP in Goal 2 Information Literacy and 2 GEP's in Goal 7 Arts and Humanities to the BUCC. Sheila Jones seconded the motion.

Deb Walberg presented the proposal.

Recommendations/Suggestions:

- **Q2-** Change Information Tech to Information Literacy.
- **Q1-** Change effective date to Fall 2018.
- **Q1-** Change "Eng" to "English".
- **Various-** Add all of the same changes as listed in Arthstry 365.

Motion to recommend to BUCC with revisions passed by voice vote with 1 abstention.

- C. [ARTHSTRY 330-](#) The Greco-Roman World for 1 GEP Goal 2 Information Literacy and 2 GEP's Goal 7 Arts and Humanities

Linda Neyer made a motion to recommend [ARTHSTRY 330-](#) The Greco-Roman World for 1 GEP Goal 2 Information Literacy and 2 GEP's Goal 7 Arts and Humanities to the BUCC. Sheila Jones seconded the motion.

Deb Walberg presented the proposal.

Recommendations/Suggestions:

- **Omnibus-** Check box 6 if desired.
- **Q1-** Change effective date.
- **Q1-** Change "Eng" to "English"
- **Q2-** Change 365 to 330.
- **Q2-** Change to "based on the rigor of the course" instead of "recommendation of the dean".
- **Various-** Same corrections as in Arthstry 365.

Motion to recommend to BUCC with revisions passed by voice vote.

- D. [CLE 220-](#) Study Abroad Experience for 1 GEP Goal 4 Cultures and Diversity and 1 GEP Goal 10 Citizenship

Mindi Miller made a motion to recommend [CLE 220-](#) Study Abroad Experience for 1 GEP Goal 4 Cultures and Diversity and 1 GEP Goal 10 Citizenship to the BUCC. Melissa Cheese seconded the motion.

Nawal Bonomo presented the proposal.

Recommendations/Suggestions:

- **Q2-** Take out the name of the assessment tool used so you have the ability to change what is used or consider using “assessment tool like”.
- **Q1-** Add course title as part of the abbreviation.
- **Q2-** Make it clear when student is to register.
- **Q2-** Take out “t” from CLE220.
- **Q2-** Add “justify earning 1 GEP goal 10”.
- **Syllabus #8-** Specify when student enrolls here.
- **Syllabus #10-** Match with PRP 3230 requirement for hours.
- **Syllabus #11-** SLO#3 remove “effectively”
- **Syllabus #13-** Change the wording to “Per the rubric” at the end or adding “successful e-portfolio that aligns with guidelines”.
- **Q4-** Attach impact statement as well as change signature to B.

Motion to recommend to BUCC with revisions passed by voice vote.

- E. [CLE 102-](#) Learning Community Experience for 1 GEP Goal 10 Citizenship

Melissa Cheese made a motion to recommend [CLE 102-](#) Learning Community Experience for 1 GEP Goal 10 Citizenship to the BUCC. Carolyn LaMacchia seconded the motion.

Jen Hunsinger presented the proposal.

Recommendations/Suggestions:

- **Q1-** Change effective date to Spring 2019.
- **Q3-** Change course to co-curricular experience.
- **Syllabus-** Change all course to co-curricular experience.

Motion to recommend to BUCC with revisions passed by voice vote.

F. [CLE 202-](#) Learning Community Student Mentor Program for 1 GEP Goal 1 Communication and 1 GEP for Goal 10 Citizenship

Melissa Cheese made a motion to recommend [CLE 202-](#) Learning Community Student Mentor Program for 1 GEP Goal 1 Communication and 1 GEP for Goal 10 Citizenship to the BUCC. Jerrold Harris seconded the motion.

Jen Hunsinger presented the proposal.

Recommendations/Suggestions:

- **Q1-** Change effective date.
- **Q1-** Take out period in abbreviation.
- **Q2-** Add Communication Goal support.
- **Syllabus #10** Add Communication Goal support possibly from #9 information.
- **Syllabus #8** Change course to co-curricular experience.
- **Syllabus #12** Should say SLO's 1-3.

Motion to recommend to BUCC with revisions passed by voice vote with 1 nay.

4. GE Follow-up Plan

Angela stated that she should have an update on the GE Assessment Plan by the next meeting.

Volunteers were requested to work on goals 7 through 10. Carolyn LaMacchia (Goal 10), Melissa Cheese (Goal 9), Loren Selznick (Goal 8) and Brooke Lylo (Goal 7) volunteered.

Sheila stated that data is being collected around the second language goal for Dr. Krause as well as data for the ASL class. Enrollment trends data is being looked at as well. She also asked for volunteers to make a list of other questions that need to be asked when looking at goals.

Linda Neyer and Bob Heckrote have been working on the FAQ's for the website.



General Education
Faculty FAQs.docx

5. Chair Remarks-

Angela remarked that the transfer policy is still in being worked on. Dr. Krause is tasking a group of various people to work on this policy. Angela would like to have one volunteer from GEC at the meeting.

The Spanish 203 proposal was forwarded to Dr. Krause for approval.

Sheila Jones made a motion for an open forum GEC meeting. Mindi Miller seconded the motion. The motion passed by voice vote. The GEC will host an open meeting on 3/5/18. Angela will inform the department chairs of the open meeting.

6. Open Forum

Sheila Jones would like to present at the next GEC meeting on 2/19/18. Angela concurred and it will be added to the next agenda.

7. Adjournment

Jerrold Harris made a motion to adjourn the meeting at 4:10. Mindi Miller seconded the motion.

Minutes – General Education Council, February 19, 2018

Angela La Valley called the meeting to order at 2:05 PM on Monday, February 19, 2018 in the Andruss Library Schweiker Room.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Angela La Valley, Loren Selznick, Carolyn LaMacchia, William Turner, Jerrold Harris, Kristie Byrum (sub for Alana Atchinson), Brooke Lylo, Bob Heckrote, Chris Lynd, Mykola Polyuha

Guests: Helmut Doll, Lauren Fuhrman

1. Approval of the Agenda of February 19, 2018

Mindi Miller moved to approve the agenda. Jerrold Harris seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of February 5, 2018

Chris Lynd moved to approve the minutes. Mykola Polyuha seconded the motion.

Motion to approve the minutes passed by voice vote.

3. **Proposals:**

- A. [INSTTECH200](#)- Introduction to Virtual and Augmented Reality for 1 GEP Goal 2 Information Literacy, 1 GEP for Goal 3 Analytical and Quantitative Skills and 1 GEP Goal 10 Responsible Citizenship.

Mindi Miller made a motion to recommend [INSTTECH200](#) Introduction to Virtual and Augmented Reality for 1 GEP Goal 2 Information Literacy, 1 GEP for Goal 3 Analytical and Quantitative Skills and 1 GEP Goal 10 Responsible Citizenship to the BUCC. Linda Neyer seconded the motion.

Helmut Doll presented the proposal.

Recommendations/Suggestions:

Omnibus-

Start course title with active verb.

Q2-

Add more language on the Information Literacy goal.

Q2-

Add more language on how the course will teach the Information Literacy skills.

Q3-

Is there a need for additional resources or not?

Catalog-

Add additional information about methods and frequency of course.

Content-

Add some more information perhaps on evaluation of types of virtual reality. Something that indicates how citizenship goal is achieved. Label core content and optional content. Add some more bullet points possibly under #2 and #4.

Rubric-

Reduce some of the data collection needed. Perhaps use an application rubric. Make sure there is a match between the language in rubric element and how it is being assessed. Perhaps use one of the ethical reasoning rubric elements. Look at using Inquiring Analysis rubric. Add course # and title.

Justification-

Drop in language from Q2. Demonstrate a sampling procedure that is fair and will equally sample.

#15-

Fix the Merchant reference.

Linda Neyer made a motion to table the proposal. Marianna Wood seconded. Motion to table until next GEC meeting on 3/19/18 passed by hand vote.

4. GE Follow-up Plan

Angela showed the document of the FAQ's for Faculty that Linda Neyer and Bob Heckrote have been working on and the members discussed.

Revision suggestions:

- Add possible quick video.
- Advising students about CLE's/the procedure.
- Change "assess" to "access".
- Explain what GESAR is.
- Where do you get data from?
- Can courses in the major carry General Education Points?
- How to aligning SLO's with Value Rubrics?

Work will continue on the FAQs based on the revisions suggested. Bob Heckrote will follow up on the Registrar How-To's.



General Education
Faculty FAQs.docx

Angela gave members a draft report on Goal 1, to give the members a sense of the outcomes of the GESAR's. Hopefully, by the end of the semester there will be a final report.

5. Chair Remarks-

Angela stated at the last BUCC that EGGS 200 was recommended for approval. There was some discussion of how the MyCore program is working. Angela has received one subject so far

for the open meeting on March 5, 2018. Angela will send out a second call for topics for the agenda for the open GEC meeting. Bob Heckrote would like the GEC to address the topic of those that do not like the MyCore system. Angela is going to put data on the GE website to try and alleviate some of the concerns of MyCore. Jerrold Harris suggested stating how the data is collected and the steps to the process perhaps on the FAQ's for Faculty.

6. Open Forum

The deadlines are on the website for data collection per Jerrold.

Jerrold Harris and Lauren Fehrman presented on GPI (Global Perspective Inventory).

GPI given to 4 types of students:

- New students
- Study abroad students pre-trip
- Study abroad students post-trip
- Seniors

Jerrold reviewed the questions that are asked of each set of students and the measurements.

Lauren reviewed the data on how the incoming freshman are growing and statistics related to GPI. She stated there is a lot of data that can be looked at.



GPI presentaion GEC
2.19.18 v4.pptx

Angela stated there is an additional course in MyHusky for the Foundational Math Requirement Econ 156 but it is not listed on the website. The issue will be investigated and corrected.

7. Adjournment

Jerrold Harris made a motion to adjourn the meeting at 4:10. Brooke Lylo seconded the motion.

Minutes – General Education Council, March 5, 2018

Angela La Valley called the meeting to order at 2:05 PM on Monday, February 19, 2018 in Kehr Union room 230.

Members Present: Mindi Miller, Mark Bauman, Marianna Wood, Linda Neyer, Angela La Valley, Melissa Cheese, Loren Selznick, Jerrold Harris, Kristie Byrum (sub for Alana Atchinson), Brooke Lylo, Bob Heckrote, Jerrold Harris, Chris Lynd, Mykola Polyuha, Molly Marnella, Janet Rarig

Guests: Jackie Sadok, Nawal Bonomo, Meaghan Fuhrman, Aimee Wenta, Dee Anne Wymer, Tina Entzminger, Terry Riley, Jim Krause, Joseph Kissell, Deb Becker, Linda Hock, Anne Broyan, Maramonne Houseknecht, Maggie O'Connor, Elena Lockard, Marion Mason, Bill Hudon, Wendy Lee

1. Approval of the Agenda of March 5, 2018

Loren Selznick moved to approve the agenda. Mykola Polyuha seconded the motion.

Motion to approve the agenda passed by voice vote.

2. **Study Abroad:**

Nawal Bonomo stated that GEPs are a problem for study abroad students. Several commented that a Petition for Exception form should be used which would then pass through the Student Advisor, the Department Chair, and then on to the Dean to approve. The transfer credit issue is currently being worked on and revisions may result in the Petition form no longer being necessary.

3. **Transfers/99 Courses:**

Mark Bauman stated a large group (Dept. Chairs, Registrar Office, GEC BUCC, and Provost) met on 2/23 to talk about the transfer policy for about 4 hours. Revisions are still being worked on and the document is not ready to be sent out at this time. The Registrar's Office stated that a policy for Program to Program students needs to be in place with the information publicly available.

In regards to 99 courses, it was stated that when the study abroad students return it is the responsibility of the chair/advisor to look at this for those students. The students should not be denied the experience because the study abroad course does not align.

Dee Wymer stated that the General Education Program is not working for study abroad students.

The dilemma is that there is so much work involved around courses at BU that approving courses that are outside the system can cause an even bigger issue.

4. General Education Discussion:

Linda Neyer stated there were a lot of good remarks regarding General Education at the Chairs meeting.

COLA members stated that students are no longer taking classes if there are no GEPs attached and enrollment has gone down. Many said the system doesn't encourage the students to go outside of their college or discipline to meet the requirements creating a narrowing of General Education. Molly Marnella stated we have to remember that student population changes as well. Wendy Lee stated that students are not meeting with their advisors to receive advice on which courses would be best for them to take.

Molly Marnella stated a taskforce should be formed to compare the systems at other institutions to see if their systems truly are better than our General Education Program. Or, are they having the same problems.

Dee Wymer stated that another difficulty is that each committee tells you something different to do on the proposal and there is too much inconsistency between the committees. Mike McFarland added that discussing ground rules with all the committees could make it an easier process.

Wendy Lee stated the program as it is now hurts the crafting of courses and causes faculty to write the courses in specific ways to get the points and causes faculty to game the system. She stated that suggestions were given to alter the old program but that their ideas fell on deaf ears. It was also stated that the system was broken and should be rebuilt from scratch.

Linda Neyer suggested people view the General Education Program Archives file (S Drive>BU Document>GEC) to find past faculty surveys, emails, blog posts, etc. on the development of the new GE program from the period 2007-2011.

Margaret O'Connor added that departments should want the students to have options of what they actually want to study. She then asked the question "How do you facilitate/cross communicate amongst the colleges to get this done? Instead of going to a negative place."

Kara Schultz added that perhaps a software program would help advisors calculate what is needed for each student instead of a manual calculation. She added the score card does help, but the advisor needs to go back and check it to make sure the class was actually passed. The score card only shows enrolled courses and not completed/passed courses.

Bob Heckrote added that degree audits help. He stated he has met with many students because they cannot get with their advisors and many are unsatisfied. He stated he uses two spreadsheets to calculate what a student needs and that it is actually a fairly easy process.

5. Assessment:

Tina Entzminger stated that the process was forced on the departments by higher administration and not Middle States. Mark Bauman stated that Middle States wants the university to have this conversation.

Concerns were offered about the burden of assessment – that the assessment process is labor intensive and disconnected from the work done. There is uncertainty that we are doing “meaningful” assessment to improve the quality of what we are doing.

Bill Hudon stated that assessment is supposed to be by program not by the course. By doing so, it is assessment of the faculty member teaching the course, which the union contract states cannot be done. He also stated that the system causes faculty to work from the top down instead of the ground up.

Mindi Miller pointed out that Middle States standards ask for periodic assessment. She added the Value Rubric and data has worked in some areas but not others.

A suggestion was given that only doing a sampling of courses could maybe simplify the data and make it more useful. Pick several foundational courses that everyone needs to take and then branch out from there.

Dee Wymer suggested taking a look at SUNY Geneseo College as they have a great outcomes assessment.

Dr. Krause appreciated everyone’s input and stated it helps create an opportunity to make the system better.

6. Options Moving Forward

The mission of General Education, as stated on the General Education website, was reviewed. Discussion focused on whether our current program is accomplishing that mission. Perhaps looking at the past recommendations on the achieve folder on the S: drive may help.

Dr. Krause is going to talk with the committee chairs for help on getting a task force together.

7. Chair Remarks

Angela thanked all that attended and stated GEC values the input. Angela added that the GE website does have a place for feedback if there are any further comments or suggestions.

8. Adjournment

Linda Neyer made a motion to adjourn the meeting at 4:00. Jerrold Harris seconded the motion.

Minutes – General Education Council, March 19, 2018

Angela La Valley called the meeting to order at 2:05 PM on Monday, March 19, 2018 in the Kehr Union 230.

Members Present: Mindi Miller, Marianna Wood, Linda Neyer, Angela La Valley, Loren Selznick, Carolyn LaMacchia, Jerrold Harris, Kristie Byrum (sub for Alana Atchinson), Brooke Lylo, Bob Heckrote, Chris Lynd, Mykola Polyuha, Janet Rarig, James Vines (sub for Melissa Cheese), Sheila Jones, Molly Marnella

Guests: Helmut Doll, Terry Riley, Aimee Wenta

1. Approval of the Agenda of March 19, 2018

Mykola Polyuha moved to approve the agenda. Mindi Miller seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of February 19, 2018

Carolyn LaMacchia moved to approve the minutes. Linda Neyer seconded the motion.

Motion to approve the minutes passed by voice vote with one abstention.

3. Approval of Minutes of March 5, 2018

Lina Neyer moved to approve the minutes. Carolyn LaMacchia seconded the motion.

Motion to approve the minutes with revision passed by voice vote with three abstentions.

4. **Proposals:**

- A. [INSTTECH200](#)- Introduction to Virtual and Augmented Reality for 2 GEP's Goal 2 Information Literacy.

Linda Neyer made a motion to untable and recommend [INSTTECH200](#) Introduction to Virtual and Augmented Reality for 2 GEP's Goal 2 Information Literacy to the BUCC. Lauren Selznick seconded the motion.

Mindi Miller modified the motion to allow for a change in the GEP's originally requested. The GEP's requested will be 2 GEP's for Goal 2 Information Literacy. Linda Neyer seconded the motion.

Helmut Doll presented the proposal.

Recommendations/Suggestions:

- **Q2 and Q3** Make the headers match on pages 2 and 3
- **Content** Add content is required for all sections
- **SLO#2** Make last column match the paragraph underneath table
- **Rubrics** Add course name

Motion to recommend to BUCC with revisions passed by voice vote with one abstention.

- B. [ENGLISH 203-](#) Approaches to Literary Study for 1 GEP Goal 2 Information Literacy and 2 GEP's Goal 3 Analytical and Quantitative Skills.

Angela LaValley noted that the GEP's remain the same and the only changes to the proposal were to the SLO's and the assessment pieces.

Linda Neyer made a motion to recommend [ENGLISH 203-](#) Approaches to Literary Study for 1 GEP Goal 2 Information Literacy and 2 GEP's Goal 3 Analytical and Quantitative Skills to the BUCC for the changes discussed. Mindi Miller seconded the motion.

Terry Riley presented the proposal.

Recommendations/Suggestions:

- **Omnibus** Check boxes 2A and 2E
- **Omnibus** Take out modified GEP's at the top of document
- **Q2** Take out modified GEP's at the top of document
- **Email** Angela to provide email statement from OPA
- **#14** Take out "as required by OPA"
- **SLO's** Make language match in 4 and 6
- **Rubrics** Add charts to support Goal 3
- **SLO#2** Take out Inquiry and Analysis Rubric should only be Critical Thinking

Linda Neyer added that this proposal is an exciting development and shows how positive changes to assessment and the General Education Program are possible. She noted that the rubric does rely on student reflections and dispositions rather than solely on the behavioral aspects. She hopes the Rubrics will be ones that other departments will use.

Motion to recommend to BUCC with revisions passed by voice vote with two abstentions.

5. Open Meeting Debrief

Angela reminded the committee that they should have received her summary from the open meeting. She would like any suggestions forwarded to her before she sends it to the campus community.

Suggestions:

- Clarification of what each goal means.
- Courses that are open to only certain majors creates a restricted General Education.
- Do we want well rounded students or functional oriented students?
- Standardized testing was not working as seniors were not taking it seriously. The Value Rubrics helped with this.
- Better communication campus-wide.
- Information on General Education needs to get out to the departments in a timely fashion.
- Aimee Wenta identified some additional research questions and Sheila noted she has done a great job.
- Dispensing of information becomes an issue when having to be careful of confidentiality.
- Possibly getting assessment to focus on student artifacts. Smaller universities are better at working with them since they have a much smaller amount to work with. In larger universities it becomes too cumbersome to work with.
- Decide to expand Rubrics or limit Rubrics.
- Possibly spelling out what SLO's to select.
- Identify the student skills we are trying to achieve.

6. Website-

Data and reports were sent out by Angela. She would like to put them on the website. The committee agreed that there should be a login requirement in order to view. Aimee Wenta will update these prior to being loaded to the website.

The Faculty FAQ's are still being worked on. Angela reminded the committee to forward any ideas/items to her.

7. Chair Remarks

Data and GESAR's are coming in. Aimee stated only about 10 departments have submitted items for Goals 7-10. By the end of the semester Angela is hoping to have a summary of the information. She will have discussions with those looking at the data.

An open BUCC meeting was held on 3/21/18.

Angela attended a meeting with Jim Krause and John Riley in regards to the creation of a task force to look at the General Education Program. Jim wants a task force to make recommendations on the General Education Program. Angela stating she is hoping the task force is formed and worked on this summer and possibly having their recommendations by the end of the fall semester. Linda Neyer suggested possibly having focus groups with the task force.

8. Open Forum-

Nothing to report.

9. Adjournment

Linda Neyer made a motion to adjourn the meeting at 3:41. Lauren Selznick seconded the motion.

Minutes – General Education Council, April 2, 2018

Angela La Valley called the meeting to order at 2:05 PM on Monday, April 2, 2018 in the Andruss Library Schweiker room.

Members Present: Mindi Miller, Marianna Wood, Linda Neyer, Angela La Valley, Loren Selznick, Carolyn LaMacchia, Jerrold Harris, Kristie Byrum (sub for Alana Atchinson), Brooke Lylo, Bob Heckrote, Chris Lynd, Mykola Polyuha, Mark Bauman, William Turner

Guests: Michael Martin, Angelo Costanzo, Toni Trombo-Bell, Terry Riley

1. Approval of the Agenda of April 2, 2018

Mykola Polyuha moved to approve the agenda. Chris Lynd seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of March 19, 2018

Linda Neyer moved to approve the minutes. Jerrold Harris seconded the motion.

Motion to approve the minutes passed by voice vote with revision of wording.

3. **Proposals:**

- A. English 225- Rhetoric and Professional Writing for 1 GEP Goal 1 Communication and 1 GEP Goal 7 Arts and Humanities.

Mykola Polyuha made a motion to recommend English 225- Rhetoric and Professional Writing for 1 GEP Goal 1 Communication and 1 GEP Goal 7 Arts and Humanities to BUCC. Brooke Lylo seconded the motion.

Michael Martin presented the proposal.

Recommendations/Suggestions:

- **Rubrics** Michael will attach them
- **Syllabus #11** Fix the 3rd column
- **Q1 or Q2** Note course was already approved for Dis. Ed.
- **Proposal** Short title Eng 225 add to headers as well
- **Q1** Identify GEP's
- **Q2** Add language about the writing for the course
- **Syllabus** Add Document R at the top
- **Syllabus #8** Take out "except with permission" wording
- **Proposal** Make verb tense consistence throughout
- **Syllabus #9** Add "topics may be covered at discretion of instructor"
- **Syllabus #11** Take out list numbered 1-4 above chart

- **Syllabus#11** Consider adding 4th column with methods of assessment
- **Rubrics** Make sure VALUE is in all caps
- **Syllabus #11** Add language below chart for justification can use Q2 language for this
- **Syllabus #14** Add assessment data reported to OPA as requested by GEC and take out sampling section

Marianna Wood made a motion to table the proposal. There was no second.

Mindi Miller stated she has complete confidence in Angela looking at the changes in lieu of tabling the proposal.

Linda Neyer stated she did not vote to table because it is her understanding that departments can change their rubrics and/or elements without needing to go back through the whole approval process. She continued if the SLO's are changed the proposal would need to go through the process again and Angela concurred. Angela added that GEC would discuss this topic later in the meeting when the Omnibus form is discussed.

Marianna Wood added that GEC is not doing due diligence if they do not table the proposal.

A motion to recommend to BUCC with revisions did not pass. A hand vote was taken with 5 in favor, 4 abstentions and 1 opposed. As chair, Angela La Valley voted to abstain, thus the motion did not pass. Angela asked for the revisions to be completed and to return to the General Education Council for review.

- B. [English 285-](#) American Ethnic Literature for 1 GEP Goal 1 Communication, 1 GEP for Goal 4 Cultures and Diversity, and 1 GEP for Goal 7 Arts and Humanities.

Linda Neyer made a motion to recommend [English 285-](#) American Ethnic Literature for 1 GEP Goal 1 Communication, 1 GEP for Goal 4 Cultures and Diversity, and 1 GEP for Goal 7 Arts and Humanities to BUCC. Mindi Miller seconded the motion.

Terry Riley presented the proposal.

Recommendations/Suggestions:

- **Document P** Check undergrad box
- **Q1** For Goal 7 add "Arts" and Humanities
- **Q4** Obtain Language and Cultures statement
- **Syllabus** Add "Document R"
- **Syllabus#8** Tighten up the language about when course is offered and make #10 language match this section
- **Syllabus #11** Make chart language match rubric language

- **Syllabus #11** Consider simplifying for assessment purposes
- **Syllabus #14** Consider taking out “bank of exam questions”
- **Proposal** Make times of year offered match throughout
- **Syllabus #14** Take out “required” by OPA and add “as requested by GEC”
- **Syllabus #11** SLO 5 Syntax should read “Control Of Syntax”
- **Syllabus/Rubric** Language should match in these
- **Syllabus #11** Consider simplifying for assessment purposes
- **Syllabus #11** SLO Goal 4 should read Cultures and Diversity
- **Rubrics** Last page of the Rubric write coherent essays should be SLO5.
- **Rubrics** First page of rubric missing the word in second value element should read “relationship to text”
- **Rubrics** Third page take out parallel sentences
- **Rubric** Third page SLO5 column 3 take out “per”

Motion to recommend to BUCC with revisions passed by voice vote.

- C. [English 212-](#) English Grammars and Usage for 1 GEP Goal 1 Communication and 1 GEP Goal 4 Cultures and Diversity.

Jerrold Harris made a motion to recommend [English 212-](#) English Grammars and Usage for 1 GEP Goal 1 Communication and 1 GEP Goal 4 Cultures and Diversity to BUCC. Mykola Polyuha seconded the motion.

Angelo Costanzo presented the proposal.

Recommendations/Suggestions:

- **Document P** check content outline box
- **Q1** Add department name in box 5
- **Q4** Need impact statements covering change in GEP’s and change in content addressed
- **Proposal** Throughout document make Grammar either singular or plural
- **Syllabus** Add “Document R” to top
- **Syllabus** Change throughout document to “typically offered”
- **Syllabus#14** Take out “required” and add “as requested by GEC”
- **Course Assessment** Take out “bank of questions” sentence
- **Rubric** Add course and number at the top and effective date to Spring 2019

Motion to recommend to BUCC with revisions passed by voice vote with 1 abstention.

- D. [Spanish 102](#)- Spanish 2 for 2 GEP's Goal 8 Second Language and 1 GEP Goal 4 Cultures and Diversity.

Jerrold Harris made a motion to recommend [Spanish 102](#)- Spanish 2 for 2 GEP's Goal 8 Second Language and 1 GEP Goal 4 Cultures and Diversity to BUCC. Linda Neyer seconded the motion.

Mykola Polyuha presented the proposal. He stated the SLO's and content have been changed.

Recommendations/Suggestions:

- **Document P** Uncheck 2B
- **Syllabus #11** Should be numbered not lettered
- **Syllabus #11** Change "create" to "implement" in SLO1
- **Syllabus #12** Change abc to 123 here and in Rubrics
- **Syllabus #15** Strike first sentence that starts "All materials" and indicate any references that are available in Andrus Library

Motion to recommend to BUCC with revisions passed by voice vote.

- E. [CLE 211](#)- First Responder for 1 GEP Goal 10 Citizenship.

Mindi Miller made a motion to recommend [CLE 211](#)- First Responder for 1 GEP Goal 10 Citizenship to BUCC. Lauren Selznick seconded the motion.

Toni Trombo-Bell presented the proposal.

Recommendations/Suggestions:

- **Document P** Short title start with verb and add GEP's add this on all pages
- **Q2** Add "meet with instructor of record" as well as prereq.
- **Syllabus** Add "Document R" to top
- **Catalog Description** Add 40 hours of service and documentation here
- **Content Outline #II** Change from department to "public service organization"
- **Catalog** Add "student will be an active first responder"
- **Rubric** Add course name and number
- **Rubric** Consider narrowing down the SLO's
- **Course Assess.** Consider taking out "department" and adding instead "professional of record"

Motion to recommend to BUCC with revisions passed by voice vote.

5. Omnibus Form

Angela stated that BUCC will be revising the Omnibus form. There is a General Education box and suggestions are needed for boxes to check for changes/additions to General Education on a proposal.

Possible suggestions for boxes:

- Student assessment
- SLO
- GEP changes
- Content changes
- Add/changing/subtracting of Rubric Elements
- Course assessment changes

Angela will suggest these items at the next BUCC meeting.

6. Website-

7. Chair Remarks

Angela stated any items for the website or the open forum section of the notes could be forwarded to her.

8. Open Forum-

9. Adjournment

Lauren Selznick made a motion to adjourn the meeting at 4:22. Carolyn LaMacchia seconded the motion.

Minutes – General Education Council, April 2, 2018

Angela La Valley called the meeting to order at 2:05 PM on Monday, April 2, 2018 in the Andruss Library Schweiker room.

Members Present: Mindi Miller, Marianna Wood, Linda Neyer, Angela La Valley, Loren Selznick, Carolyn LaMacchia, Jerrold Harris, Kristie Byrum (sub for Alana Atchinson), Brooke Lylo, Bob Heckrote, Chris Lynd, Mykola Polyuha, Mark Bauman, William Turner

Guests: Michael Martin, Angelo Costanzo, Toni Trombo-Bell, Terry Riley

1. Approval of the Agenda of April 2, 2018

Mykola Polyuha moved to approve the agenda. Chris Lynd seconded the motion.

Motion to approve the agenda passed by voice vote.

2. Approval of Minutes of March 19, 2018

Linda Neyer moved to approve the minutes. Jerrold Harris seconded the motion.

Motion to approve the minutes passed by voice vote with revision of wording.

3. **Proposals:**

- A. English 225- Rhetoric and Professional Writing for 1 GEP Goal 1 Communication and 1 GEP Goal 7 Arts and Humanities.

Mykola Polyuha made a motion to recommend English 225- Rhetoric and Professional Writing for 1 GEP Goal 1 Communication and 1 GEP Goal 7 Arts and Humanities to BUCC. Brooke Lylo seconded the motion.

Michael Martin presented the proposal.

Recommendations/Suggestions:

- **Rubrics** Michael will attach them
- **Syllabus #11** Fix the 3rd column
- **Q1 or Q2** Note course was already approved for Dis. Ed.
- **Proposal** Short title Eng 225 add to headers as well
- **Q1** Identify GEP's
- **Q2** Add language about the writing for the course
- **Syllabus** Add Document R at the top
- **Syllabus #8** Take out "except with permission" wording
- **Proposal** Make verb tense consistence throughout
- **Syllabus #9** Add "topics may be covered at discretion of instructor"
- **Syllabus #11** Take out list numbered 1-4 above chart

- **Syllabus#11** Consider adding 4th column with methods of assessment
- **Rubrics** Make sure VALUE is in all caps
- **Syllabus #11** Add language below chart for justification can use Q2 language for this
- **Syllabus #14** Add assessment data reported to OPA as requested by GEC and take out sampling section

Marianna Wood made a motion to table the proposal. There was no second.

Mindi Miller stated she has complete confidence in Angela looking at the changes in lieu of tabling the proposal.

Linda Neyer stated she did not vote to table because it is her understanding that departments can change their rubrics and/or elements without needing to go back through the whole approval process. She continued if the SLO's are changed the proposal would need to go through the process again and Angela concurred. Angela added that GEC would discuss this topic later in the meeting when the Omnibus form is discussed.

Marianna Wood added that GEC is not doing due diligence if they do not table the proposal.

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Terry Riley presented the proposal.

Recommendations/Suggestions:

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